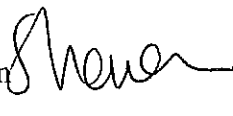




**COPY**

**THE HON NICOLA ROXON MP  
MINISTER FOR HEALTH AND AGEING**

Ms Sharon Grierson MP  
Chair  
Joint Committee of Public Accounts and Audit  
Parliament House  
CANBERRA ACT 2600

Dear Ms Grierson 

I am writing to you in relation to Report No. 412 of the Joint Committee of Public Accounts and Audit (JCPAA).

The JCPAA report made two recommendations specific to my Department relating to the Auditor-General's reports on the Administration of Primary Care Funding Agreements (Audit Report No. 41 of 2005-06) and the Administration of the Health Requirement of the *Migration Act 1958* (Audit Report No. 37 of 2006-07).

The report responding to the recommendations, in the *Executive Minute* format required by the JCPAA and signed by the Secretary of my Department, is attached.

Yours sincerely



**NICOLA ROXON**

Encl

**26 FEB 2009**

**EXECUTIVE MINUTE**

**JOINT COMMITTEE OF PUBLIC ACCOUNTS AND AUDIT**  
*Report No. 412: Audit reports reviewed during the 41<sup>st</sup> Parliament*

**General Comments**

The JCPAA Report No. 412 made two recommendations (Recommendations 28 and 38) specific to the Department of Health and Ageing. The Department considers that both recommendations are administrative. The Department's responses to these recommendations are set out below.

The Report also made three other recommendations (Recommendations 8, 9 and 16) to all agencies. The Department of Finance and Deregulation advised that formal agency responses to these recommendations are not required.

**DEPARTMENT OF HEALTH AND AGEING RESPONSES TO RECOMMENDATIONS 28 and 38**

**Recommendation 28**

The Committee recommends that as far as possible, Health attempt to have as many contracts signed as possible prior to a project beginning and funding being dispersed. Where contracts are not signed beforehand, the Committee recommends that elements which are easily defined be entered into an interim contractual measure.

**Department of Health and Ageing Response**

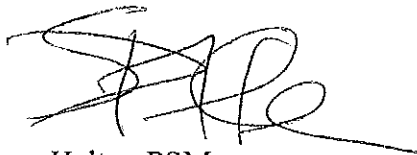
The Department supports this recommendation. The Department has enhanced its procurement and contracting procedures, including the development and implementation of a letter of offer that makes it clear that work is not to commence until the other party receives an executed contract.

**Recommendation 38**

The Committee recommends that DIAC and DoHA revise their training programs to include a focus on improving staff skills in performance monitoring and assessment to assist in greater departmental compliance with performance management requirements.

**Department of Health and Ageing Response**

The Department supports this recommendation. The Memorandum of Understanding (MoU) between DIAC and the Department sets out the responsibilities of the two agencies in relation to the provision of health advice. The Department maintains regular communication with DIAC in relation to the performance of activities under the MoU.



Jane Halton PSM  
Secretary  
Department of Health and Ageing

19 February 2009